

## AUDITOR/CONTROLLER-RECORDER

## POLICY DESCRIPTION FORM

Department/Group: Auditor/Controller-Recorder/Fiscal Budget Code: AAA ACR  
 Title: Recording Revenue Producing Positions

PRIORITY: Rank 1 of 4 FUNDING: Full Year ☒ Other ☐        Months

ITEM STATUS: Restoration ☒ Program Change ☐ Workload ☐

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

All of these positions are fully supported by revenue and provide direct customer service to the public. Elimination of these positions would cause customer service delays and perhaps reduction of overall revenue.

	<u>2003-04</u>	<u>Ongoing 2004-05</u>
<b>APPROPRIATIONS</b>		
Salaries & Benefits (attach additional page if required)	\$ 284,134	\$ 398,523

<b>CLASSIFICATIONS</b>		
<u>Budgeted Staff</u>	<u>Title</u>	<u>Amount</u>
<u>1.0 5031</u>	<u>Clerk III</u>	<u>\$36,123</u>
<u>1.0 1740</u>	<u>Recording Supervisor</u>	<u>\$49,504</u>
<u>0.5 3378</u>	<u>Data Entry Oper. I Incen 15</u>	<u>\$19,392</u>
<u>1.0 LY300657</u>	<u>Clerk III</u>	<u>\$36,123</u>
<u>0.5 3379</u>	<u>Data Entry Oper I Incen 15</u>	<u>\$19,392</u>
<u>1.0 LY300914</u>	<u>Clerk III</u>	<u>\$36,123</u>
<u>0.4 LY300917</u>	<u>Clerk IV</u>	<u>\$12,570</u>
<u>1.0 LY300915</u>	<u>Clerk III</u>	<u>\$36,123</u>
<u>0.5 3380</u>	<u>Data Entry Oper I Incen 15</u>	<u>\$19,392</u>
<u>0.5 13001</u>	<u>Data Entry Oper I Incen 15</u>	<u>\$19,392</u>

Services & Supplies

Other (specify) \_\_\_\_\_

Equipment

<b>FIXED ASSETS</b>	
<u>Item</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____

Reimbursements (specify) \_\_\_\_\_

Total:	\$ 284,134	\$ 398,523
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REVENUE (specify source)

<u>Costs fully supported by Recording Revenue (9625)</u>	\$ 284,134	\$ 398,523
_____	_____	_____
_____	_____	_____
Total:	\$ 284,134	\$ 398,523

LOCAL COST	\$ 0	\$ 0
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